



# Chicago Metropolitan Agency for Planning

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## **Planning Assistant Planner (LTA1016) October 6, 2016**

**Job Category:** Assistant Planner  
**Experience Required:** 0 to 2 years  
**Salary Range:** \$45,000 - \$55,803

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a full-time employee to contribute to the agency's Local Technical Assistance (LTA) program. CMAP was created in 2005 to integrate planning for land use and transportation in the counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. CMAP is our region's official comprehensive planning organization. The agency and its partners are developing ON TO 2050, a new comprehensive regional plan to help the seven counties and 284 communities of northeastern Illinois implement strategies that address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See [www.cmap.illinois.gov](http://www.cmap.illinois.gov) for more information. For detailed information about our benefits, please go to <http://www.cmap.illinois.gov/about/careers#benefits>.

### **Position Description**

This position is expected to contribute primarily to the LTA program. The LTA program was initiated in spring 2011 to create innovative local projects in the Chicago region that support livability principles, implement GO TO 2040, and build capacity in local communities. Over 130 projects have been completed to date, with 50 more underway, including comprehensive plans, corridor or subarea plans, zoning revisions, studies of special topics such as housing, stormwater management, or economic development, and similar planning activities. To obtain more information on the LTA program, please visit [www.cmap.illinois.gov/lta](http://www.cmap.illinois.gov/lta).

In particular, CMAP is seeking candidates with interest in outreach and public engagement. The ideal candidate will have training as an urban planner but also demonstrate a deep commitment to engaging the public in the planning process.

### **Knowledge, Skills and Abilities**

- Familiarity with the purpose, scope, and practice of regional planning.
- Knowledge of or familiarity with local planning practice in northeastern Illinois, including plan and ordinance preparation, and the role of appointed and elected officials.
- Understanding of the links between transportation, land use, housing, economic development, community development, environment and natural resources, and governance.

- Ability to contribute to complex projects and to work as part of a multi-disciplinary team and across departments.
- Ability to conduct trainings and workshops and develop methods to elicit ideas and concerns from stakeholders.
- Interest in identifying and utilizing best practices and innovative practices in outreach tools and methods to support public engagement.
- Experience or interest in working with elected officials, government agencies, nongovernmental organizations, and other partners in designing and implementing policies and strategies.
- Interest and ability to interact with partner agencies, local governments, and the general public.
- Excellent written and oral communication skills.

### **Education and/or Experience**

A Bachelor's degree in planning or a related discipline is required, and a Master's degree is preferred.

### **How to Apply**

Please submit cover letter and resume via the web at:

<http://www.cmap.illinois.gov/about/careers>. Please refer to **Job Code (LTA1016)**.

### **Posting End Date**

This posting will close on November 6, 2016 at 5:00 p.m. CST. All applications must be completed and submitted within this timeframe.

**The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.**